

STREET DEPARTMENT

CITY OF EL PASO

2004 JUL 8 PM 1 36 MEMORANDUM

July 8, 2004

TO: Mayor and Council

FROM: Daryl W. Cole, Streets Director

Daryl W. Cole
7/8/04

SUBJECT: CONSENT AGENDA ITEM FOR COUNCIL MEETING OF JULY 13, 2004
BORDERLAND FIRE STATION #2 LANDSCAPE PROJECT – DISTRICT 1

The Green Sweep Committee has selected a project to landscape approximately 9,477 square feet at Fire Station #2 on 111 Borderland Road. The project on the City Council consent agenda is posted as the Borderland Fire Station #2 Landscape Project ("Project"). This project would be executed pursuant to the proposed project scope, with contributions of funds, materials and labor for the project solicited by the El Paso Green Sweep Committee. The Streets Director would be authorized to negotiate, the City Attorney's Office would be authorized to prepare, and the Mayor or his designee would be authorized to sign, all documents necessary to complete the Project, including but not limited to donation agreements for materials, labor and maintenance.

Fire Chief Roberto Rivera is in full support of this project.

DWC/rb
Enclosures

cc: Jim Martinez, Chief Administrative Officer
Lisa Elizondo, City Attorney
David Almonte, OMB Director
Kevin Elkins, Assistant City Attorney

Office Use Only

Mayor's Office (3 copies):	date: _____	time: _____	by: _____
Representative District 1:	date: _____	time: _____	by: _____
Representative District 2:	date: _____	time: _____	by: _____
Representative District 3:	date: _____	time: _____	by: _____
Representative District 4:	date: _____	time: _____	by: _____
Representative District 5:	date: _____	time: _____	by: _____
Representative District 6:	date: _____	time: _____	by: _____
Representative District 7:	date: _____	time: _____	by: _____
Representative District 8:	date: _____	time: _____	by: _____

RESOLUTION

WHEREAS, City Council approved on March 30, 2004, a policy regarding the acceptance and use of donations from the community collected through the efforts of the Mayor's Ad Hoc Green Sweep Committee, ("Policy") attached as Exhibit A, and;

WHEREAS, Pursuant to the Policy, the Mayor authorized City Departments to provide administrative support for the project identified as the Borderland Fire Station #2 Landscape Project ("Project"), and;

WHEREAS, the El Paso Green Sweep Committee recommends the Project, and;

WHEREAS, the El Paso Green Sweep Committee will, pursuant to the terms of the Policy, solicit contributions of funds, materials and labor for the Project, which contributions will fully fund the Project, and;

WHEREAS, pursuant to the terms of the Policy, City Departments will coordinate with the El Paso Green Sweep Committee and the contributors of any funds, materials or labor, and;

WHEREAS, The El Paso Green Sweep Committee and the City Departments have developed a proposed Project scope, attached as Exhibit B, and;

WHEREAS, the City Council finds that the Project is in the public interest and that the Project should be executed pursuant to the proposed project scope.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That the Borderland Fire Station #2 Landscape Project ("Project") is in the public interest and should be executed pursuant to the proposed project scope (Exhibit B), with contributions of funds, materials and labor for the project solicited by the El Paso Green Sweep Committee; and that the Streets Director be authorized to negotiate, the City Attorney's Office be authorized to prepare, and the Mayor or his designee be authorized to sign, all documents necessary to complete the Project, including but not limited to donation agreements for materials, labor and maintenance.

(Signatures on following page)

Adopted this 13th day of July, 2004.

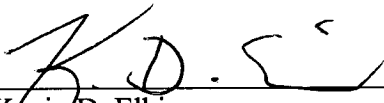
CITY OF EL PASO

ATTEST:

Joe Wardy, Mayor

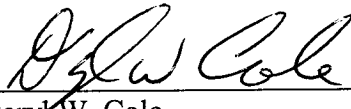
Richarda Duffy Momsen
City Clerk

APPROVED AS TO FORM:



Kevin D. Elkins
Assistant City Attorney

APPROVED AS TO CONTENT:



Daryl W. Cole
Streets Director

(EXHIBIT A)

POLICY REGARDING THE ACCEPTANCE AND USE OF DONATIONS FROM THE COMMUNITY COLLECTED THROUGH THE EFFORTS OF THE MAYOR'S AD HOC GREEN SWEEP COMMITTEE

The City of El Paso is authorized to accept donations from various business, civic organizations and citizens of funds that are collected through the efforts of members of the Mayor's Ad Hoc Green Sweep Committee.

Only those persons who have signed a Volunteer Application and a Volunteer Agreement with the City of El Paso shall be authorized to solicit and accept such donations. Before any El Paso Green Sweep Committee member solicits donations on behalf of the City from members of the community, the El Paso Green Sweep Committee member is required to read and sign the Volunteer Application and the Volunteer Agreement. The El Paso Green Sweep Committee will maintain a list of all volunteers who have signed a Volunteer Application and Volunteer Agreement and will provide the list to the City.

All donations shall be deposited by the Treasurer of the El Paso Green Sweep Committee with the City's Cashier within three City business days of collection. Receipts shall be provided for all donations. The Treasurer of the El Paso Green Sweep Committee shall create, maintain and provide to the City of El Paso on a monthly basis an on-going balance sheet of all donations, including a list of all contributors to the City's Office of Management and Budget.

The El Paso Green Sweep Committee will recommend projects including a scope of the project and a project cost estimate for City Council approval. Subject to the Mayor's prior approval, the City's departments are authorized to provide administrative support needed for identified project development.

All funds raised through the efforts of the El Paso Green Sweep Committee shall be used only for El Paso Green Sweep Committee recommended projects, as approved by City Council. Solicitation and use of funds shall comply with all applicable statutes and laws.

Exhibit B

Scope of Work

Borderland Fire Station #2

The work will consist of landscaping approximately 9,477 sq.ft. at Fire Station #2, 111 Borderland Road with low water use trees and shrubs that will aesthetically enhance the appearance of this public facility. Materials used in this project will also include but not be limited to drip irrigation system, automatic valves, timer, weed fabric, mulch, boulders, and assorted low water use trees and shrubs selected from the Approved Tree & Plant List. All necessary permits will be acquired prior to work commencing.

COST ESTIMATE

Landscape, Irrigation, Site Plan	\$ 500.00
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Plant Material

Desert Willow	
Afghan Pines	
Texas Honey Mesquite	
Chinese Pistache	
Texas Sage	
Spineless Opuntia	
Red & Yellow Yucca	
Ice plant	\$2000.00

Materials and Supplies

Mulch	
Polypipe	
Netafim	
Valves	
Timer	
Weed Fabric	
Boulders	\$2000.00

Labor	\$4000.00
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Contingency 10%	\$ 850.00
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Total	<u>\$9350.00</u>
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* Labor, materials, supplies, or plant material may be donated provided they are approved and are necessary to complete the proposed project scope. All work will be pursuant to the site plan and following the approved policy.